

**NOTICE OF PROPOSAL TO ENTER INTO A QUALIFYING LONG TERM AGREEMENT UNDER
REGULATION 5 (2) OF SCHEDULE 2 TO THE SERVICE CHARGES (CONSULTATION
REQUIREMENTS) (ENGLAND) REGULATIONS 2003**

PROVISION OF EAST ANGLIA REGION REPAIRS AND MAJOR WORKS CONTRACT

Please Note:

- 1) If you are not the legal owner of The Property, please forward this Notice and the enclosures to the legal owner as soon as possible.
- 2) If you are in the process of selling your home, you should give a copy of this Notice and the enclosures to the prospective purchaser.

This Notice is served by Metropolitan Housing Trust Ltd as agent on behalf of: Metropolitan Housing Trust Ltd Metropolitan Home Ownership Ltd; Metropolitan Support Trust Ltd; Metropolitan Living Ltd; SpiritaGen Ltd; Longsdale Ltd; Clapham Park Homes Ltd; Clapham Park Developments Ltd; Canalside Partnership; Roundshaw Homes Ltd or St Martins Partnership one of which is your landlord ('the Landlord'). For the purpose of this notice, any reference to 'Metropolitan' or 'Landlord' will denote all the aforementioned companies.

This notice is given following the notice of intention to enter into a long-term agreement for provision of East Anglia Region Repairs and Major works Contract served on: *11 December 2014*. The consultation period in respect of the notice of intention *ended on: 20 January 2015*. A copy of this notice and the notice of intention can be viewed on our website at the following address:
www.metropolitan.org.uk/customers/leaseholders.

1. Parties to the proposed agreement

The details of the contractor which Metropolitan proposes to enter into agreement with are:

Contractor Name	Address	Connection with Landlord
Morgan Sindall Group PLC	Riverside House 20 Don Road Sheffield, S9 2UB	No Current Connection

2. Proposed Contract

The proposed contract will be to carry out following works some of which depending on individual lease obligations may not apply to leaseholders and the associated works that do not apply will not be recharged to leaseholders. The contracted works to the East Anglia Stock owned and or managed by Metropolitan are noted to be:

- a) **Responsive Works** - The responsive inspection, repair, maintenance, servicing, renewal, replacement, redecoration and certification of the buildings and installations comprised in The Property, your block and your estate.
- b) **Planned Works** - The planned inspection, repair, maintenance, servicing, renewal, replacement, redecoration, improvement (where appropriate) and certification of the buildings and installations comprised in The Property, your block and your estate, including any major works which are required. To include but not exclusively - component replacements, replacement roofing, re-building work.
- c) **Gas Installations** - The installation, inspection, annual safety inspection, maintenance, servicing, repair, replacement, renewal and certification of all gas pipe work, meters, stopcocks, installations and equipment serving The Property, your block and your estate and all ancillary works.

- d) **Electrical Works** - The inspection, repair, maintenance, servicing, renewal, replacement and certification of all electrical wiring, meters and installations serving The Property, your block and your estate (where appropriate) and all ancillary works.
- e) **Heating and Hot water** - The inspection, repair, maintenance, servicing, renewal, replacement and certification of all boilers and systems including pipe work, water tanks, control systems, stopcocks, radiators and other related installations (where appropriate) providing heating and hot water to The Property, your block and your estate and all ancillary works.
- f) **Water supply** - The inspection, repair, maintenance, servicing, renewal, replacement and certification of all pipe work, water tanks, control systems, stopcocks, meters and other related installations (where appropriate) for the supply of fresh water to The Property, your block and your estate and all ancillary works.
- g) **Drainage** - The inspection, repair, maintenance, servicing, renewal, replacement and certification of all pipe work, anti flood valves, flood warning alarms, manholes, inspection chambers, meters and other related installations for the draining away and removal of waste water, rain water and sewerage from The Property, your block and your estate.
- h) **Renewable Technologies** - The inspection, repair, maintenance, servicing, renewal, replacement and certification of any renewable technologies (solar panels etc) serving The Property, your block and your estate (where appropriate) and all ancillary works.
- i) **Windows and Doors** - The inspection, repair, maintenance, servicing, renewal, replacement and certification of all windows and doors in The Property, your block and your estate.
- j) **Window Cleaning** - The periodic cleaning of all windows and other glazed surfaces in The Property, your block and your estate (where appropriate)
- k) **External Works** - The inspection, repair, maintenance, servicing, renewal, replacement and certification of the all hard and soft landscaping, walls, fences, paving, roads, paths, gullies, ditches, drainage, car parking, drying areas, external bin stores and storage areas in The Property, your block and your estate (where appropriate). Include removal and disposal of items.

A copy of the Information to Tenderers (ITT) document may be inspected at the following locations Monday to Friday between the hours of 10am and 4pm until the close of this consultation with the exception of public holidays: Please contact your local housing officer or reception on arrival:

Head Office The Grange 100 High Street Southgate London, N14	Horizon Park 1 Horizon Park Barton Road Comberton Cambridge CB23 7AF
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You can also view the documents on Metropolitans Website:

www.metropolitan.org.uk/customers/leaseholders

Please select the section 20 tab and locate the East Anglia Contract heading.

Any cost savings achieved through the contract will be passed on to leaseholders where works or services apply to their properties and are rechargeable under the terms of the lease. By entering into this contract, Metropolitan will seek to improve value for money (by minimising costs but not quality) and to secure other added value services such as promoting local employment, training and community investment and ensuring high quality resident liaison and consultation is undertaken.

Estimated Contract start date:	28 September 2015
Estimate Duration:	5 Years + 5 years (potential for ten year duration)
Contract Value	£4,000,000 (four million pounds) per annum (across all East Anglia Stock)

3. Relevant Contribution

It is not possible to determine the actual cost to Leaseholders at this time in respect of works carried out under the contract.

The cost to individual leaseholders will be based on the repairs carried out within the accounting year. An estimated figure will be noted in the annual service charge account. The cost of repairs is provided to leaseholders as part of their annual estimated service charge statement, and will be based on the previous year's expenditure. The estimated figure will be amended to reflect the actual spend for repairs at the end of each accounting year.

Any planned works carried out as part of this contract will be further consulted on with a single stage consultation if the awarded contractor is to carry out the works. Works not covered by this contract such as redecoration will be tendered on the open market in line with the procurement regulations current at that time and a separate section 20 consultation will be served.

4. Observations

You are invited to make written observations in relation to the proposed agreement by sending them to: **Jo Hinton, Leasehold Manager, Metropolitan Housing Trust Ltd, PO BOX 10262, Nottingham, NG8 9LE**

Alternatively, you can email your observations to: consultation@metropolitan.org.uk. Please mark emails 'East Anglia Repairs Consultation'. Observations in any other form will not be accepted. In particular oral observations or by telephone will not be accepted. A response form is included for your convenience but please note you do not have to use the form. Observations must be received within the consultation period. The date of this notice is 20 June 2015 and the consultation period will end on 20 July 2015. The notice will be posted first class on 19 June 2015.

5. Summary of Observations

Accompanying this notice is the summary of written observations to the Notice of Intention served 11 December 2014 and ended on 20 January 2015. The summary states the observations raised by leaseholders and our response.

A copy of the summary can be located at: www.metropolitan.org.uk/customers/leaseholder select the section 20 tab and look for the East Anglia group of consultation documents.

6. Additional Information

Additional information and frequently asked questions accompany this notice to provide you with further detail that may answer some of your initial queries.



Jo Hinton
Leasehold Manager
On behalf of Metropolitan Housing Trust

Date of Notice 20 June 2015

Enc:
Response form,
Language Sheet,
Additional Information Booklet
Summary of written observations – 11 December 2014 – 20 January 2015